Moore Norman Technology Center  
Regular Board Meeting  
November 12, 2015; 5:30 PM  
4701 12th Avenue NW  
Norman, OK  
Conference Room 200

Attendance Taken at 5:30 PM:

Present Board Members:
Mrs. Joan Barker  
Mr. Glen Cosper  
Dr. Max Venard

Absent Board Members:
Mr. Larry Meek - Retired  
Mr. Andy Sherrer

I. Pledge of Allegiance

II. Call to Order and the Recording of Members Present and Absent

III. Miscellaneous Public Comment

Comments:
In accordance with Board Policy #632, "Any person, desiring to speak to the Board of Education must meet the standards and comply with the procedures set forth below:

a. A specific agenda item, or
b. A topic which involves the operation of MNTC and, also, is a matter over which the Board of Education of MNTC can exercise control and jurisdiction.
c. In order to make a presentation about an item which is not on the agenda for the scheduled meeting, the speaker must be a resident of the MNTC School District, current student, or parent/guardian or spouse of a current student.
d. Loud, profane, abusive, threatening and/or discourteous speech and/or conduct will not be tolerated.
e. Each speaker is limited to a maximum of three minutes.
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IV. Recognition, Reports and Presentations

IV.A. Long Term Enrollment Report - Terri Helvey  
IV.B. Tour of CADD Program

Comments:
A. Terri Helvey updated the group on our LT Enrollment as of November 2015. Our data shows our enrollment is increasing with the largest increase coming from our private school or home school students. We are also excited about an increase in Norman North High School enrollment. All but 5 of our programs are at 80 – 100% capacity.

V. Consent Agenda:

Comments:  
All of the following items, which concern reports and items of a routine nature normally approved at a board meeting, will be approved by one board vote, unless any board member desires to have a separate vote on any or all of these items. The consent agenda consists of the discussion, consideration, and approval of the following items:

V.A. Minutes of October 15, 2015 Regular Board Meeting  
V.B. Monthly Financial Reports (Treasurer/Activity Fund)  
V.C. General Fund Encumbrance numbers 11812 - 11954 and Building Fund numbers 20230 - 20247  
V.D. Declare Items as Surplus Property and Authorize Sale of Said Items  
V.E. Renew Clinical Site Contract with Southside Dog, Cat & Bird Clinic  
V.F. Proposed Board Meeting Dates for 2016  
V.G. Renew Contract with Sodexo Management, Inc. to Provide Food Services for FY 15/16

Motion Passed: Motion to approve Consent Agenda Items A - G passed with a motion by Mr. Glen Cosper and a second by Dr. Max Venard.

Glen Cosper  Yes  
Mrs. Joan Barker  Yes  
Mr. Glen Cosper  Yes  
Mr. Andy Sherrer Absent  
Dr. Max Venard  Yes
VI. **Consider and Vote to Approve Superintendent's Personnel Recommendations:**

- VI.A. Employment of Instructional Designer – Kathy Robertson
- VI.B. Employment of Custodian – Lucy Lavato
- VI.C. Employment of Part-Time Employees
- VI.D. Recommendation to Appoint Candidate to fill Vacant Board Office Seat 1, Zone 1

**Motion Passed:** Motion to approve Superintendent's Personnel Recommendation as presented in Items A - C passed with a motion by Dr. Max Venard and a second by Mr. Glen Cosper.

- Mrs. Joan Barker  Yes
- Mr. Glen Cosper  Yes
- Mr. Andy Sherrer  Absent
- Dr. Max Venard  Yes

VII. **Consider and Vote to Appoint Candidate to fill Board Seat No. 1, to Serve until the next Succeeding Election (February 2016), at which time the Office will be placed on the Ballot.**

**Motion Passed:** Motion to vote to appoint candidate Pam Lewis to fill Board Seat No. 1, Zone 1 passed with a motion by Mr. Glen Cosper and a second by Dr. Max Venard.

- Mrs. Joan Barker  Yes
- Mr. Glen Cosper  Yes
- Mr. Andy Sherrer  Absent
- Dr. Max Venard  Yes

VIII. **Consider and Vote to Approve Service Agreements with Remote-Learner US, Inc. to Provide Support and Hosting Services for Open-Source Software, Learning Management Systems and Platforms**

**Comments:**
Remote Learner has hosted and supported our Moodle websites for (10) years. Remote Learner is requesting all clients to complete a service agreement. Yearly usage fees are paid in July and December.
Motion Passed: Motion to approve Bisconnect.net and learn.mntc.edu agreements with Remote-Learner US, Inc. passed with a motion by Dr. Max Venard and a second by Mr. Glen Cosper.

Mrs. Joan Barker Yes
Mr. Glen Cosper Yes
Mr. Andy Sherrer Absent
Dr. Max Venard Yes

IX. New Business

Comments:
In accordance with Oklahoma State Statute 25 Section 25 311(A)(9), this is limited to any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda. Agenda was posted on 11/10/15 at 4:00 pm.

Comments: There was no new business.

X. Superintendent's Update:

X.A. Legislative Lunch with Senator Sykes
X.B. State Wide Marketing Plan
X.C. ODCTE Accreditation Site Visit

A. This week Senator Sykes visited our campus for a legislative lunch. Senator Sykes spoke to our employees on how a bill is passed and toured several of our program areas. We are continuing to see very positive feedback from our legislative visitors by promoting awareness for CareerTech education.

B. The Statewide Marketing Committee has hired Qubic, a new outside marketing firm, to promote our Oklahoma Career Techs. They are suggesting that we embrace “Vocational Education” in our advertising strategy. There is a growing demand in the vocational job market.

C. Our ODCTE Accreditation Site Visit went well. Carey Hill lead the site visit and commented that Moore Norman should be applying for the Oklahoma Quality Award. ODCTE should be receiving a copy of their findings by mid December.

D. Norman Chamber State of the Schools is scheduled for December 11th from 11:30 – 1:00 at the annex across from the Sooner Theater. Dr. Siano, Superintendent of Norman Public Schools and Jane Bowen are guest speakers for this event.

E. December Board meeting is Thursday, December 17th at the Franklin Rd campus.

F. MNTC Holiday Breakfast is Friday, December 18th at 7:30 am at the S. Penn campus.
XI. Adjourn: 6:23

ATTEST:

_____________________________________ ___________________________________
Presiding Officer     Minutes Clerk